

Project Management Lifecycle – Major IT Projects

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Lifecycle Phases	Selection	Initiation	Planning	Execution & Control	Closeout	Operation & Maintenance
Decision Points	Approved for Planning	Approved for Development	Baseline Approved			
Roles and Responsibilities for Project Management						
IT Investment Board (ITIB)		Approve for Development	May Terminate Project	May Terminate Project		
Chief Information Officer (CIO)	Approve Agency IT Strategic Plan	Recommend Project Initiation to ITIB	Resolve Issues as Required Modify, Suspend, or Recommend Termination	Approve Project Status Report (Dashboard) and Review Project IV&V Reports Modify, Suspend, or Recommend Termination		
Cabinet Secretaries and Agency Heads	Selects Projects to Include in the IT Strategic Plan	Approves project proposal		Evaluates Overall Project Progress		Evaluates Post Implementation Report
Secretariat and Internal Agency Oversight Committee			Validates, Recommends or Approves Project Plan as Appropriate	Review Project Progress (when directed) and Review Project IV&V Reports		
VITA Project Management Division (PMD)	Recommend Approval of IT Strategic Plan to CIO	Recommend Project Initiation to CIO/SPARC	Assist and Support Project Planning Review Plan for CIO	Review Project Progress Assist and Support Project Development	Complete Final Project Evaluation	Review Post Implementation
Project Sponsor - Program Manager *	Select project in Agency IT Strategic Plan	Submit Project and Proposal	Review Required and Approves Documentation – COV IT PM Standard	Review Required Documentation – COV IT PM Standard Review Project IV&V Reports	Submit Project Closeout Report	Conduct Post Implementation Review Submits Post Implementation Report
Project Manager		Develop project proposal and Charter	Submit Required Documentation – COV IT PM Standard	Submit Required Documentation – COV IT PM Standard Review Project IV&V Reports	Complete Project Closeout Report (Template)	

* Although not a Project Management Lifecycle Phase, Project Sponsors are required to perform a Post-Implementation Review on project deliverables during the Operations & Maintenance phase of their lifecycle.